

Asbestos Survey- R&D Report Pre-Refurbishment Inspection

Survey Report No: FPSJANRE1

CLARENDON HOUSE

59-75 QUEENS ROAD

READING RG1 4BG



CLIENT: PROJECT ALLIES

DATE 25/01/2018

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BIOHH P402 Accredited.

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1.0 HSG 246 - Asbestos the Survey Guide

Published in 2012 this second edition replaces and expands upon MDHS100, Surveying sampling and assessment of asbestos-containing materials, referred to in this report. The key points of this survey will be; all asbestos shall be located as far as reasonably practicable within the survey type, avoiding caveats, by using an appropriate survey method in a competent manner.

An Initial enquiry was received from Project Allies for the provision of an appropriate survey to inspect existing ACM's and intrusively search by deconstruction, for the presence of asbestos containing materials hidden within the fabric of the building at Clarendon House, a vacant commercial office block.

Therefore the purpose of this asbestos survey commission is to gather sufficient information required for the safe refurbishment of Clarendon House, 75 Queens street, Reading RG1 4BG.

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Inspectors profile and General report information

PETER FAHERTY is an ARCA licensed Asbestos Abatement Manager, Experienced delivering asbestos services across a diverse range of industry, including Nuclear, Retail and commercial sectors, competently able to apply a flexible and professional service for clients with a duty of care to manage asbestos containing material in their establishments.

Peter has over 20 Years combined experience within the asbestos removal industry. As an operations director preparing abatement works, notifying licensed works, fulfilling the prerequisites for HSE licensing, demolition site supervision, Surveying, Health & safety management and asbestos consultancy; asbestos plant and equipment hire, RPE servicing, and has been involved in the sale of asbestos consumables and supplies.

Competent Asbestos Survey reports should be undertaken by Survey inspectors ideally with site abatement experience and hold the British Institute of Occupational Hygiene P402 Proficiency Certificate in Building Surveys and Bulk Sampling for Asbestos. Persons must adhere to the relevant Health and Safety Executive's publications for guidance whilst Surveying, Sampling and making Assessments of Asbestos Containing Materials. Surveys must be carried out according to the type of report required. In this instance Clarendon house is due to be refurbished for a change of use and as such a destructive intrusive inspection was undertaken.

All Bulk Sample Analysis should be undertaken by analysts holding the British Institute of Occupational Hygiene P401 Proficiency Certificate in identification of Asbestos in Bulk Samples and in accordance with Health and Safety Executive publication HSG 248. Peter commissioned ASM Ltd, UKAS Accredited (UKAS Testing Laboratory No.2544) for under taking Bulk Sample Analysis of the samples obtained from this site.

This Survey Report is designed using guidance form HSG 246 to be a useful reference document for those involved in the management, refurbishment, and maintenance of a building, and produced in a format that is easy to read but specifically informative . All terminology and management advice is described as far as reasonably practicable in easy to understand terms. Asbestos Management plans can be produced to help in the continuing management of any ACM's uncovered.

2.0 Site Details

Built in 1981 for Scottish Widows Unit Fund, the property consists of a basement, ground floor and a further four upper floors. To the rear of the building at ground floor level there is an external carpark overlooked by west and north facing apartments. At the time of the inspection the whole building was vacant.

Clarendon House is a building of modern design and construction with external brick walls and block internals, pre-cast concrete floors and supporting columns, Aluminium alloy windows consisting of four double glazed panels provide natural light to each level. Pipe fed hot water diffusers are fixed under each of the 12 windows reveals per floor. Floors are finished in carpet tiles laid directly on to concrete substrate. Suspended ceilings are prevalent throughout the building apart from the stairwells, a 250mm void above the ceiling tiles houses recessed light fittings, water pipes and data cable trays. Flush fitted 240v floor sockets have been integrated in to the floor design and are inlaid with carpet tiles. Server rooms of varying sizes have been created on each floor, some empty distribution cabinets are still in place.

Toilets to each level are sited near the lifts on the main staircase. A cleaning cupboard and adjacent electrical control room are accessed in the same landing area. At the time of inspection these doors were unlocked for inspection.

The Riser void (north elevation) houses water and soil pipes being accessible from all the w/c service panels. The void encompasses the Basement boiler room and vertically elevates to the roof plant room. All pipes are insulated in mmmf sectional sleeves and field jacketed in Calico cloth scrim. Class 'O' domestic foam pipe insulation has been used intermittently, where repairs and replacement have been carried out.

The toilet amenities are integrated on each level outside the office floor areas, on the stairwell landings. Ceramic wall tiles, sinks and sanitary units, mdf panels and fly-over shelves above sinks, plastic cisterns were hidden behind service panels. No fire rated boarding or gaskets were discovered attached to any panel or connection.

All electrical service access panels are fixed to the south elevation, from the basement to reception area and vertically elevated using conduit and cable tray to each floor level. Electrical panel rooms on each stair landing were open for inspection at the time of reporting.

Within the dedicated office floor space near to the toilets and lifts, are integrated cleaning equipment cupboards with 'butler style' ceramic sinks, Basic Kitchens storage units including sinks have been installed adjacent to each cleaning cupboard. , no domestic cookers or electrical cooking equipment were discovered apart from kettles. Fire safety features have been incorporated into the original design and construction of the building to ensure limited protection and safety whilst occupied. The staircase has a typical fire rated structure, of precast walls and floors, of Gypsum and reinforced concrete (Type 2 non-combustible material, 4hr rating). Evaluating the size of the office space on each floor, a Group 'A' Occupancy rating (50 persons) of each floor would have applied, qualifying the suitability of the materials used in the building construction.

Emergency Egress on each level is via the fire exit stairwell located at the east end of the building. The stairwell is a metal construction of generous proportion, leading to double emergency exit glazed doors on the ground floor to car park area. A Fire hose reel is sited at each doorway on the emergency stairs. The office to stairwell Fire rated doors are fitted with integrated fire only intumescent strips.

The basement area contains a boiler room, site office, electrical switch room and a storage room. There is access to the carpark area via a double door system of glazed and metal hinged units. A three phase sump pump has been integrated into the low level external utility area; it has clear plastic corrugated roofing and concrete steps leading from the basement to carpark level.

Two Schindler Lifts (model type 200) are integrated to the west facing gable wall, adjacent to the apartment building next door, and accessed from ground floor reception area to each floor level. The lifts were isolated for access. The plant room access door to the lift motors was forced open for inspection purposes. The Schindler lift engineer was contacted as part of the inspection report.

Boilers-Natural gas fed boilers – A Perrymatic KerinaNo9 106KW and a Hamsworth Broadstone HE 180KW, both fitted with Reillo 40 burners and RBL 508 SE control boxes. A later addition to the hot water system is the Calorifier - a 35KW Rycroft calorifier commissioned in April 2006.

The boiler flues are of typical cylindrical polished stainless steel construction, insulated with loose fill vermiculite – fire rated insulation that helps the chimney work more efficiently by insulating against condensation.

Ancillaries inspected included Satchwell motorised valves and single stage rotary pumps by SMC.

Careful Removal of differing types of insulation to pipework throughout the boiler house revealed either malleable steel or copper. Three types of insulation were evident, 'C' class foil coated mmmf sections, 'O' class preformed mmmf site jacketed in Calico Scrim and Class C Armaflex foam sections.

Foil coated 'C' class insulation blankets were fixed to both boilers. The calorifier has a wrapping of Rockwool layers under its steel outer casing. Wall fixed pipe brackets, pipe-runs to wall surfaces and ceiling areas were scrutinised for insulation debris 'Snots'. Concrete bases for the two boilers were inspected for evidence of previous insulation debris.

No homogenous boarding was discovered behind plant or equipment covers, electrical panels or door headers. A square section of badly deteriorated sterling board was fixed to the ceiling; no obvious practical reason could be deduced for its use.

The basement store room and office held old tables, chairs and filing cabinets, the electrical room also held used office display items. The same carpet tiles fitted throughout the building continue down to the basement corridor area, but no floor covering in place to the office or store room.

Plant Room to roof- The roof area has a rectangular raised plantroom, housing the hot water holding tank and cold water fibre glass header tank, the passenger/goods lift machinery room is also accessed on this level. This raised roofing area has a Stramit sectioned roof covering, typically for the dispersion of condensation, and ease of construction.

Pipe runs from the cast iron sectional hot water tank were insulated in preformed mmmf and field jacketed in calico scrim. Repaired sections have been replaced with 'C' class foil coated sectional mmmf. Missing insulation sections revealed clean original paint to malleable steel and shiny copper pipe runs.

A metal plant room access door leading out on to the roof area reveals a flat felt roof, a construction of sustainable roof membrane, covering up to the roof edge and upstand plus metal capping. A polyurethane insulation layer was discovered under the layers of surface membrane - a typical thermal insulation tool for concrete structures.

Profile sheeting attached to the neighbouring building was carefully deconstructed and replaced to inspect the gable wall for hidden integrated fire breaks.

Aluminium cubed plant cowlings sited around the roof, provide protection for the fresh air delivery system, consisting of Nuair fan and motor assemblies. The cube structures are alloy and timber louvres and frames.

Galvanised square sectioned warm air return ducting originating out from the plant room has a DPM membrane covering, protecting the 'mmm' foil coated insulation applied to all otherwise exposed ducting surfaces.

There are sheltered air-conditioning units fixed to the external plant room wall, the copper and plastic pipe runs are lagged in black Armacell Tubolit domestic pipe foam insulation. They have typical thermo-set plastic casing and fixed venting louvres.

A Vodafone mast-tower is sited on the east side of the roof, commissioning plates indicate a 2001 build date. It has a plant room sat adjacent to the mast on a square foundation slightly elevated with air conditioning units attached. **This item of plant was not intrusively inspected.**

3.0 Survey Purpose and Objectives

This survey report purposely aims to uncover any ACMs integrated during construction or added afterwards for the enhancement of its intended use. ACMs were typically included for robust fire endurance ratings, thermal insulation efficiency, and aspects of decoration such as textured coatings.

On arrival to site the survey team viewed the existing asbestos management report, as a bench mark for the efforts made previously to discover ACMs, and its degree of relativity to HSG 246 regarding all the report findings.

Objectively the previous reports mirrored each other in generic content and obvious area targeting. The areas inspected should have included underfloor coverings, above false ceilings (voids), lofts, inside riser service ducts and lift shafts, basements, cellars, underground rooms and under crofts". Namely areas of work access for maintenance technicians, cleaners and support staff.

4.0 SURVEY METHOD AND TYPE.

This survey has intrusively inspected all areas, including those previously documented. A much more aggressive and thorough application of Asbestos surveying knowledge and HSG246 protocol for refurb and demolition surveying has been employed.

Using methods of deconstruction, intrusive inspection, specialist knowledge, bulk sampling skills and individual asbestos abatement experience.

Internal walls were deconstructed revealing covered heating systems, internal block work, cavity insulation and outer brick façade

Window reveals were intrusively open to view fixing points, condensation barriers, and search for homogenous fire breaks to cills and headers.

Ceiling voids were inspected for fire breaks dividing ceiling areas, and fire rated paper linings to services.

Columns were intrusively checked for the addition of fire rated boarding behind plaster and where conduit and faceplates were integrated for flush fitting they were forcibly removed to enable viewing of re-bar and the construction of the columns.

Cast concrete floors were intrusively opened up using hand held chisels at integrated floor socket areas, set distances were target for viewing any fire rated products cast in to the floor layers.

Partition walls were scribed and holed to view and access cavities. Alloy skirt and framing were removed and inspected for ACM fire rated linings.

Cleaning cupboards, store cupboards and sink areas were holed by boring tools, ascertaining the use of timber only splash backs and shelving material constructions. All electrical cabinets were individually checked for; the fitting of fire boards behind each unit, asbestos containing flash guards, and door headers containing insulation board. Extra room space created to house computer servers and distribution cabinets were scrutinised for homogenous boarding and heat panels, especially where boxing or elevated flooring was present.

The emergency fire exits were carefully holed each side of the frame and door header, revealing double skinned plaster board, galvanised mesh and vacant voids. Each solid wooden door had integrated intumescent fire only strips.

The emergency fire escape is metal with chequer plate steps and handrail all painted black, wall surfaces have a flat emulsion finish throughout, no textured coatings or fire boarding were attached or fixed anywhere for sampling.

Insulation of all types were scrutinised and samples obtained. Gaskets displaying rope construction were sampled.

All surfaces in the boiler and plant room were inspected under bright light for the presence of hand applied lagging debris.

The Stramit board ceiling in the plant room was bore sampled to check for the use of chrysotile paper lining fixed between layers before shuttering.

Forced entry was used to gain access to the lift plant room, allowing cabinets, motor pulley cages, access hatches and items left on shelves to be inspected for any ACMs, avoiding presumptions.

The roof membrane was scribed and a window was created for viewing the layers sitting on the concrete roof.

Adjoining gable wall profile coverings were accessed by splitting mastic seals and removing 'Tec' screws to search for homogenous fire breaks.

Roof top ducting and cowl units were intrusively examined for paper linings and insulation boards.

The vertical pipe service void was accessed on each level via the w/c service panels for changes in construction materials and the use of bonded ACM sanitary wares.

Insulation material accumulated at the base of the Void was sampled for evidence of previously used asbestos containing sectional pipe insulation.

The main staircase sited on the wall adjacent to the apartment building next door, was holed to search for homogenous fire boarding.

The lift access panels were unscrewed to examine the construction of the shaft and lift walls, the typical rotary traction brake was not present, an upgraded inertia braking system was fitted.

5.0 SAMPLING STRATEGY

The sampling methods used varied depending on differing types of material. The sampling tool kit comprised of sledge and lump hammers, wrecking bars, 110v masonry boring sleeve, Allen keys, star drive drill attachments, cold chisels, circlip pliers, impact driver, shaving foam, Stanley knife, tin snips and a killer spray.

All materials suspected of containing asbestos were treated with caution and relevant dust suppression techniques used. Samples were removed carefully and double wrapped in polythene bags. Each sample was then individually labelled with a unique reference number: - the date taken the location and condition of the material.

Bulk samples were collected by the surveyor wearing CAT 3 type5/6 clothing and P3 respiratory protection. The samples were bagged and recorded at the point of retrieval and placed in a sealable plastic envelope. The samples were delivered by hand before examination to detect the presence of asbestos fibre.

The usual method of examination -using a stereo microscope, polarised light and dispersion staining technique, is set out in HSG 248.

During refurb and demolition surveys there may be occasions where samples were not taken. These are listed below;

- Unsafe access.
- No Access
- Identical materials had already been sampled.

In the case of unsafe access an assumption shall be made to the presence and purpose of asbestos containing material. Where generically similar materials had already been sampled, a reference will be made to the sample number and type of asbestos present.

6.0 AREAS EXCLUDED

All unlocked and safely accessible areas within the premises were inspected. The lift pit was not accessible but any presumptive materials or parts of the Energy dispersion buffer springs are not known to have ACMs in their construction.

The Schindler site specific risk assessment document does not mention ACMs on the 200 series lifts, and no warning labels were seen posted. On the 11th march 2008 a lift engineer was in attendance to assist surveyors from the S2 Partnership carrying out an asbestos survey inspection of the lift plant and shafts. The documented lift Engineer responsible for the maintenance reporting at Clarendon House - Mr Ian Mills, verbally confirmed that Schindler have not used ACMs in the construction or repair of the series 200 passenger/goods lift. Original correspondence and records are attached to this surveys summary sheets.

The Vodafone mast plant room was not accessed, it is not presumed that ACMs are present due to its modern construction and commissioning date.

Underground pipe work and civils to the car park drainage system were not included.

7.0 UKAS ACCREDITATION

The Action Priority that is shown on the asbestos register and Survey Report Sheets is a guide for those managing the asbestos materials identified in this report. It is not being included in a UKAS Accreditation.

8.0 DISCLAIMER

Every effort has been made at Clarendon House, to identify all asbestos containing material so far as reasonably practicable and to do so exhaustively within the scope of the survey and attached report.

Survey techniques used involved trained and experienced personnel using the combined approach with regard to visual examination and necessary bulk sampling. It is always possible after an inspection survey that asbestos based materials of one sort or another may remain in the property or area covered by that survey, this could be due to various reasons:-

- Asbestos materials existing within areas not specifically covered by this report such as buried services are therefore outside the scope of this survey.
- Where a survey is carried out under the guidance of the owner of the property, or his representative, then the survey will be as per his instructions and guidance at that time.
- The surveyor cannot accept any liability for loss, injury, damage or penalty issues due to errors or omissions within this report.
- The surveyor cannot be held responsible for the intrusive damage caused as part of the survey carried out on your behalf. Due to the nature and necessity of sampling for asbestos some damage is unavoidable and will be limited to just that necessary for thorough inspection and the taking of samples

9.0 TERMINOLOGY

Site	This is identified by name.
Location	Room /Area where asbestos containing materials are located.
Clarendon House Reference	Each area inspected is given a unique reference number e.g. Ground Floor 01. Any building component inspected within this area is then awarded a further number. For example the ceiling on the ground floor would be given a reference of 01/01.
Sample = ID	This is a specific number assigned to the Sample by the UKAS accredited testing laboratory.
Product Type Surface Treatment Asbestos Type	See material algorithm.
Analysis Result	Result of analysis carried out by UKAS Laboratory Crocidolite = Blue Asbestos Amosite = Brown Asbestos Chrysotile = White Asbestos
Score	This is the numerical assessment score which is the result of adding scores in previous columns.
Access	Numerical value giving a subject assessment by the Surveyor on the ease of access to the material.
Materials / Assessment	Multiplication of score and access reduced to a ranking of high, medium and low.
Discussion	Information regarding the asbestos content, condition and location of the ACM identified in this section. The discussion will also include advice on the future management and removal of asbestos materials present within the building.
Report No. Surveyor: Date:	The unique report number, date of the survey and the name of the Surveyor are shown on the title page and at the foot of all the following pages of the report.

10.0 MATERIAL ASSESSMENT ALGORITHM DEFINITIONS

The four main parameters for determining fibre release are:	Each parameter is scored as:	Numerical value awarded:
Product Type	HIGH	= 3
Damage	MEDIUM	= 2
Surface Treatment	Low	= 1
Asbestos Type	Negligible	= 0

PRODUCT TYPE		
3 = High	2 = Medium	1 = Low
Lagging (pipes & Boilers) Spray Coats Loose Asbestos Mattresses or Packing	Asbestos Insulation Board Mill Board Low Density Boards Loose Textiles, Soft Gaskets/Ropes Soft Papers & Felts	Asbestos Cement Composites, Plastics, Resins, Mastics, Felts, Vinyl's Floor Tiles, Paints, Decorative finishes (Artex)

EXTENT OF DAMAGE / DETERIORATION		
3 = High	2 = Medium	1 = Low
Extensive damage Delaminating of sprayed coats Delaminating of thermal insulation. Visible Debris.	Less extensive damage Significant breakage of material Several smaller areas revealing loose fibre board.	Minimal damage A few scratches or surface marks Some broken edges on tiles, boards etc.

SURFACE TREATMENT			
3 = High	2 = Medium	1 = Low	0 = Negligible
Unsealed lagging Unsealed sprays	Unsealed AIB Encapsulated Lagging Encapsulated Sprays	Enclosed lagging Enclosed sprays AIB panels	Composites Reinforced pla

ASBESTOS TYPE		
3 = High	2 = Medium	1 = Low
Crocidolite	Amphiboles excluding Crocidolite	Chrysotile

ACCESS	
1	Asbestos material not readily accessible e.g. Roof space, duct
2	Asbestos material more likely to be accessed but not in areas of high usage e.g. Cleaners cupboards, Fuel Stores,
3	Asbestos material in area of high usage with likely hood of disturbance high, e.g. Classrooms, Offices, Corridors, Toilets.

ACTION PRIORITY		
Multiply the rest of the material assessment algorithm by the access number to attain action priority figure. The Action Priority is a guide for those managing asbestos materials identified in this report.		
Low	14 and lower	
Medium	15 to 20	
High	Above 20	
LOW	MEDIUM	HIGH
Presents a low asbestos risk during normal use of the building. May require consideration during refurbishment or repair work.	Does not present immediate risk but remedial work required - i.e. encapsulation or labelling that should be included in asbestos management plan and instigate within reasonable timescale.	Significant asbestos risk immediate action required - I.e. prohibit access to affected area.

11.0 INACCESSIBLE AREAS

Area/Ref No.	Location	Building Element That Could Not Be Accessed For Inspection
Underground	Car park	Bitumastic water pipes
Under ground	basement	Bitumastic water and civils
External	Roof	Vodaphone mast tower

12.0 SURVEY FINDINGS

From 2001 there are five documented asbestos management survey reports commissioned and archived. These report findings were reviewed prior to our inspection for additional site specific information and targeting consistency.

This intrusive survey removed the presumptive labelling from all previous speculations, and showcased the levels of integrity required for competent reporting.

Here are the notes taken at the time of the inspection and the corresponding sample analysis where applicable.

Roof Areas

Roof felted throughout, (approx. '40mx20m) including upstands to height of handrail and integrated gutters. Four layers of felt membrane covering sprayed or block polyurethane insulation to concrete substrate. Aluminium housing to motor assembly cowlings, and its timber protective top covers are in a dilapidated condition. Raised block plant room structure with felted roof, plywood fascia, plastic rainwater goods. Dakin and Mitsubishi inverters in rigid plastic casings, black foam insulation to connecting pipes. Flat cream-masonry paint finish, on external plant room walls. DPM wrap over mmmf' insulation blanket to external ducting.

Plant Room

Sectional mmmf' pipe insulation to galvanised and copper pipe runs throughout. Black foam insulation to smaller diameter pipes. No old discarded Flash-guards, modern electrical control and switch boards. Fibreglass Coldwater header tank. Cast iron (2mx2m) sectional hot water tank, 'O' class mmmf 'foil coated insulation blocks. No signs of previous insulation debris along walls or on brackets. Field jacketed Calico scrim to mmmf 'sectional insulation. DPM rubber gaiters at square to round ventilation connections. Concrete door header to metal louvre roof access door. Timber seat insert for Stramit sectional roof anchoring (core sample 001).

Lift room

Forced door opening to lift machinery plant room, continuation of Stramit ceiling throughout. Modern switch gear for lifts, no homogeneous boarding sandwiched behind cabinets or covers, cages removed, motor unit is a Roba Twin Stop gearless brake and pulley assembly (inertia switch control). All shelving and ledges were clear of old brake linings and flash guards. Gable wall to adjoining building no additional fire protection noted. Floor void inspection area door lifted, and no visual of extra fire protection, breeze block mortar and plaster finish evident.

Level 4

Complete deconstruction carried out. Window areas striped back -thin metal reveal covers removed, no fire rated material under or above alloy frames. Window frame fixings revealed single screws through holed fixing plates. Cavity wall insulation, 'Rockwool type' (sample 003), between redbrick outer and breeze block internal wall configuration. Removed the thin metal panel casing, encompassing the entire area under the window bay. Revealing the heating elements, copper square shaped heat diffusers, water fed from horizontal pipe.

No heat insulation panels attached anywhere. No gaskets present, no paper lining. Altro flooring cover to kitchen area (8msq) lifted to reveal concrete substrate. Wall mounted electric water heater of plastic construction above worktop. 12mm plaster board partition walls- mmmf'' infill, Alloy metal skirting and door frame, small glazed panel within doors of lightweight construction.

Modern suspended ceilings tiles containing perlite are prevalent throughout, no fire breaks, some changes in void depth from concrete ceiling stepped levels. Four tubed recessed ceiling lights, square design, fixed wire hangers to concrete ceiling.

Beam casings core sampled, revealing cast concrete, re-bar and plaster skim finish. Floor layers broke up with mechanical breaker around flush fitting socket recesses, Galvanised shuttering edges to recess, re-bar evident in casting, no homogenous fire protection materials added around socket features throughout.

East facing end of building (Wattlington St) has a traditional twin radiator fitted on each floor, same window system and fixings in place, concrete header and no additional fire protection.

The Fire exits are integrated at this end on each level, solid Georgian wired glass viewing panels, full and quarter door sections with integrated intumescent fire strip. Hollow metal frame and double skinned plaster board header, holed by scribing and boring, no extra fire resistant material found within any of this design.

Computer server rooms were created at the north east corner of three floor levels. No additional fire protection was reported under raised flooring, cabinet casings or behind cable boxing.

Level 3

System built as fourth floor, no evidence of a change of use, no kitchen but a sink in the integrated cleaning and storage room, on this floor it was also used as a first aid point.

The ceiling void in this cupboard revealed sectional mmmf 'insulated hot water pipes feeding the sink and vertically dropping to the room directly below. Examples of older recycled paper and clay ceiling tiles, wooden shelves and wooden splash back to sink. More partitioned offices added on this floor, sample construction as rest of plaster board walls, metal frames and skirting. No fire breaks found above suspended ceiling, no homogenous boarding to column tops, door headers are plaster as level 4, empty void around fire exit doorframe, wooden shelves to store cupboard. No added fire protection in computer server room, or around wall projectors and screens. Same metal casing to heating panels under windows, no added insulation materials to panel covers.

Level 2

Same construction and layout as level 3, disabled ramp fitted at fire exit end of floor, small open kitchen area in same position as other floors adjacent to cleaning cupboard. Computer server room added at north east corner, no added fire protection in server footprint or rest of space. Store cupboard near fire exit has additional fresh air fan assembly no fire rated boards of materials present. Conduit integrated to column removed for inspection of concrete and re-bar, no asbestos insulation materials visual led. Disabled ramp is wooden and raised for access over threshold strip. No fire brakes above suspended ceiling or column heads, extra store cupboard is plaster board construction, small radiator on east facing wall same as 3 and 4. Fire exit construction same as other levels.

Level 1

No evidence of change of use, and more partitioned offices, clear glass entrance door, orange fire exit door, wall mounted projectors and screens in large floor area and small offices, chip wood wall paper on two columns covering painted plaster, hole bored and no changes to column construction detected. Largest kitchen area so far with dining space, Altro flooring and carpet tile coverings as other levels. Tall conti-board built-in storage cupboards fitted in office space. Fresh air ducting inlet vent fixed under window, external louvre metal panel. Wall mounted modern plastic recirculating fan heater fitted above head height, no fire rated boarding present. Window bay heating panels removed no design or material changes or additional fire rated panels fitted.

Ground Floor

Access from reception, through solid double fire doors, timber faced door header, no fire rated homogenous boarding attached or fixed above ceiling level. Mmmf[®] sectional insulation to water pipes above suspended ceiling level... Same carpet tile floor covering throughout. Narrow kitchen to left hand side entrance area leading to distribution cabinet skeleton, no added fire protection boarding or footprint noted. Fresh air inlet above head height- metal louvre construction, and copper pipe returns to exterior air-con plant in car park area. No homogenous boarding to column tops or fire exit door headers. Glass fronted office access to Station Rd enveloped by brick and plaster partition. No fire resistant material added to the door design, or fixed above ceiling level, carpet floor tiles lifted to check for paper lining, none uncovered.

Reception Area

Carpet tiles throughout, vinyl edging strips, laminated wooden reception desk, vinyl wall paper covering to feature wall, wall construction viewed from ceiling void, brick and plaster finish, no fire break to cast concrete ceiling, cable trays with pyro fire system cabling. Metal framed front glazed doors, no fire header above suspended ceiling. Insulation to pipe runs in sectional mmmf, and black plastic electrical conduit, no paper lining noted. Bi folding electrical cupboard doors housing lighting panel, mounted directly to walls no fire rated boarding sandwiched behind. No stair nosing to any of the steps on the main staircase, polished stainless steel hand rails fixed to both sides of stairs on all levels.

Basement

Service rooms including Boiler, electric, site office and store rooms. Glazed door to external sump area, steel security door, and padlocked access to steps leading to carpark area. Boiler/plant room in clean uncluttered condition, painted floor and plant, modern/new pumps fitted to Calorifier feeds, electrical cabinets wall mounted, no internal flash guards, no fire boards added to wall mounting. Mix of mmmf[®] and black foam pipe insulation. Both types of mmmf[®] pipe insulation, 'O' and 'C' class with foil coating or Calico scrim-sample taken (sample 002). Insulation sections removed on each pipe run to reveal pipe surfaces. No paper lining found, the malleable steel pipes still had there black painted finish on, suggesting no abrasive cleaning had ever been employed. The pipe brackets fixed to the walls were extremely clean, no paint or insulation debris, suggesting that the original paint was still on the walls and no hand applied lagging had been used for insulation. Both boilers had mmmf[®] foil coated blankets fitted under the outer panels, the panels on removal had no fixed insulation attached. A solitary rope gasket was inspected and a sample obtained (sample 006). Inspection and service panels to the Calorifier were removed and a sample of Rock Wool insulation was taken in case this was a later addition /a replacement for earlier fitted insulation and the residue may still have been present. The ceiling walls and floors were scrutinized under bright light for any signs of previous insulation debris, pipe runs, shuttering foot prints, and the boiler base voids were all inspected. To the back of the plant room is the bottom of the vertical pipe void, dropped sections of sectional insulation, foam insulation, plumbing tape waste (sample 005) a sample was taken of the debris to check for the use of ACMs previously.

Lifts

Stainless steel brush finished panelling, and controls, floor to ceiling mirror, anti-slip mat. Perforated metal alloy ceiling roof panel unscrewed for access, timber block board panel construction between stainless steel layers. Metal tooth lift guides, Counter balance weight shoes, 6v alarm power pack, no homogenous boarding fitted or attached, shaft walls are debris free no fire retardant material fixed to walls. 'V' belt pulleys for door opening and lift guides.

CONFIDENTIAL
BULK SAMPLE ANALYSIS TEST REPORT

Report No: 12663

Customer: P.FAHERTY	NA No: 18054	Date Sample Received: 31.01.18
Customer Address: 26 LINDSAY AVENUE, NEWARK, NUG24 4LB		Date of Analysis: 31.01.18
Site Address: CLARENDON HOUSE		
Samples Removed By: Only the analysis of the samples is included within the UKAS accreditation. ASM cannot accept responsibility for samples that have been incorrectly collected or dispatched by external customers	Customer: YES	3rd Party:

[illegible]

NOTE: Qualitative identification of asbestos type carried out by a documented in house method using stereomicroscopy and polarised light microscopy coupled with dispersion staining microscopy in accordance with HSE document HSG248. Results only relate to actual samples tested. No alterations can be made to this certificate under any circumstances, and copying of this test certificate may only be carried out with written consent from the Technical Manager.

Number of samples 6 from total of 6 samples received.

Key: Fibre Type Amosite (Brown) = Am / Chrysotile (White) = Chry / Crocidolite (Blue) = Croc / Actinolite = Act / Anthophyllite = Anth / Tremolite = Trm / NADIS = No Asbestos Fibres Detected In Sample / ND = No fibres detected in sample.

Analyst: Rebecca Taylor

Signature:

Signed out by: Stephen Janssen
Technical Manager

Signature: _____

Report Date: 31.01.18

Page 1 of 1

13.0 SURVEY REPORT SHEETS

Site	Clarendon House		
Location	Roof plant room		
Components	Stramit Board		
Survey Ref No.	001/151314		
Sample No.	001	Analysis	NADIS

Photo ref:



Discussion

The Picture shows the Stramit roofing panels above the plant room. On older builds Chrysotile paper has been used to line the shuttered top surface before a felt water proof membrane was added. No paper or chrysotile debris was detected in the core sample tested.

Site	Clarendon House		
Location	Four Floor		
Component	Wall cavity Insulation		
Ref No.	003/151316		
Sample No.	003	Analysis	NADIS

Photo ref: 125



Discussion

Window bay deconstructed to view the cavity insulation material and the hot water fed heating system diffusers, reveals casings and associated panelling.

Site	Clarendon House		
Location	Pipe Riser Void		
Component	Man-made mineral fibres and foam insulation		
Ref No.	005/151318		
Sample No.	005	Analysis	NADIS

Photo ref: 124



Discussion
Base of riser void, debris collected to examine for previous use of ACMs. No asbestos detected from sample of materials and dust sat at bottom of void area.

Site	Clarendon House		
Location	Basement Plant/boiler room		
Component	Rope type gasket		
Ref No.	006/151319		
Sample No.	006	Analysis	NADIS

Photo ref: 123



Discussion
Rope Type gasket fitted behind Perrymatic control panel. Although panel may have been replaced the gasket behind was different in construction to the others fitted elsewhere, and therefore a sample was taken.

Site	Clarendon House		
Location	Basement Plant/boiler room		
Component	Calorifier insulation		
Ref No.	004/151317		
Sample No.	004	Analysis	NADIS.

Photo ref: 127



Discussion
Calorifier insulation material sampled at inspection points around the vessel. Galvanised steel core and outer casing, modern pipe fixings and protrusions.

Site	Clarendon House		
Location	Basement Plant/boiler room		
Component	Sectional man-made mineral fibre pipe insulation		
Ref No.	002/151315		
Sample No.	002	Analysis	NADIS

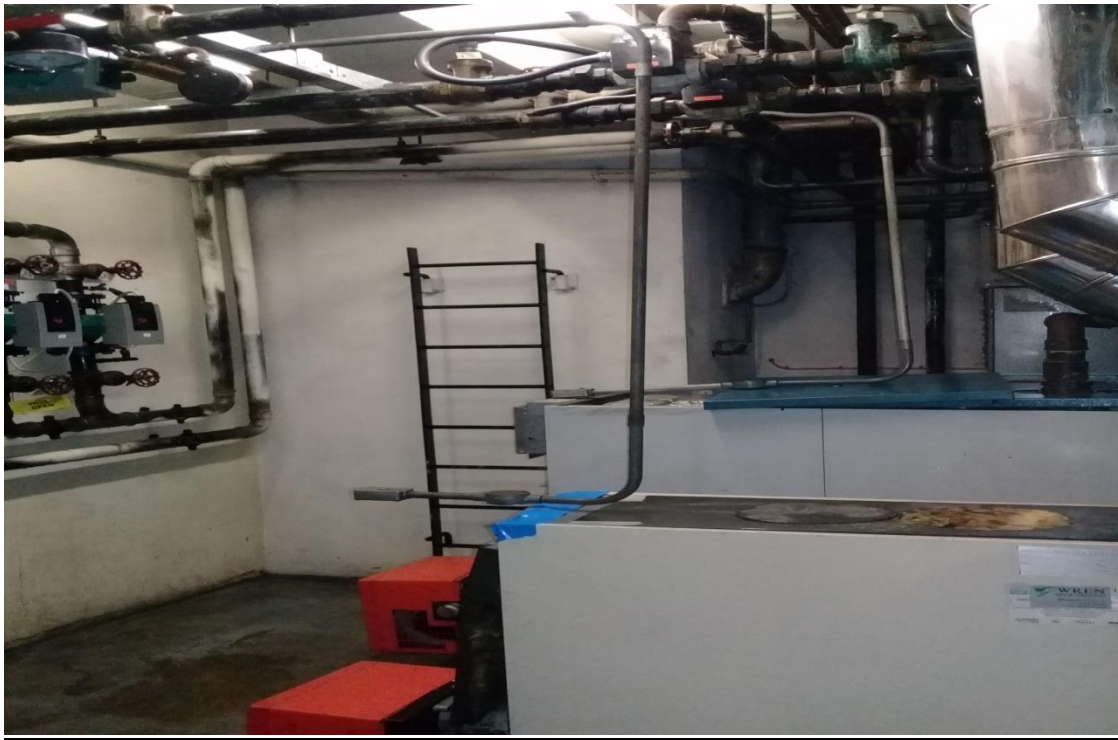
Photo ref: 128



Discussion
Mmmf pipe insulation, sectional and prevalent throughout the building. Calico scrim jacket with metal tab wrap.

Site	Clarendon House		
Location	Basement plant/boiler room		
Component	View of pipe work		
Ref.	General maintenance.		
Sample No.	N/A	Analysis	No asbestos containing materials discovered

Photo ref: 131



Discussion
Pipe insulation removed for scrutiny. No ACM debris discovered.

Site	Clarendon House		
Location	Basement plant/boiler room		
Component	Pump casings		
Ref.	General maintenance		
Sample No.	N/A	Analysis	No ACM debris

Photo ref: 134



Discussion
Modern pumps and controls fitted throughout the plant room.

Site	Clarendon House		
Location	W/c service void		
Component	Plastic Cisterns		
Ref.	Toilet amenities		
Sample No.	N/A	Analysis	No bonded asbestos products noted

Photo Ref: 136



Discussion
View of w/c service panel showing plastic cisterns and timber frames.

Site	Clarendon House		
Location	Front entrance ceiling void		
Component	Sectional mmmf insulation		
Ref.	Typical insulation used throughout.		
Sample No.	002	Analysis	NADIS

Photo ref: 132



Discussion
View of Man-made mineral fibre insulation before removal, and the search for Chrysotile paper lining.

Site	Clarendon House		
Location	Column Headers		
Component	Concrete/plaster and brick		
Ref.	Construction design		
Sample No.	N/A	Analysis	No homogenous material attached to column heads.

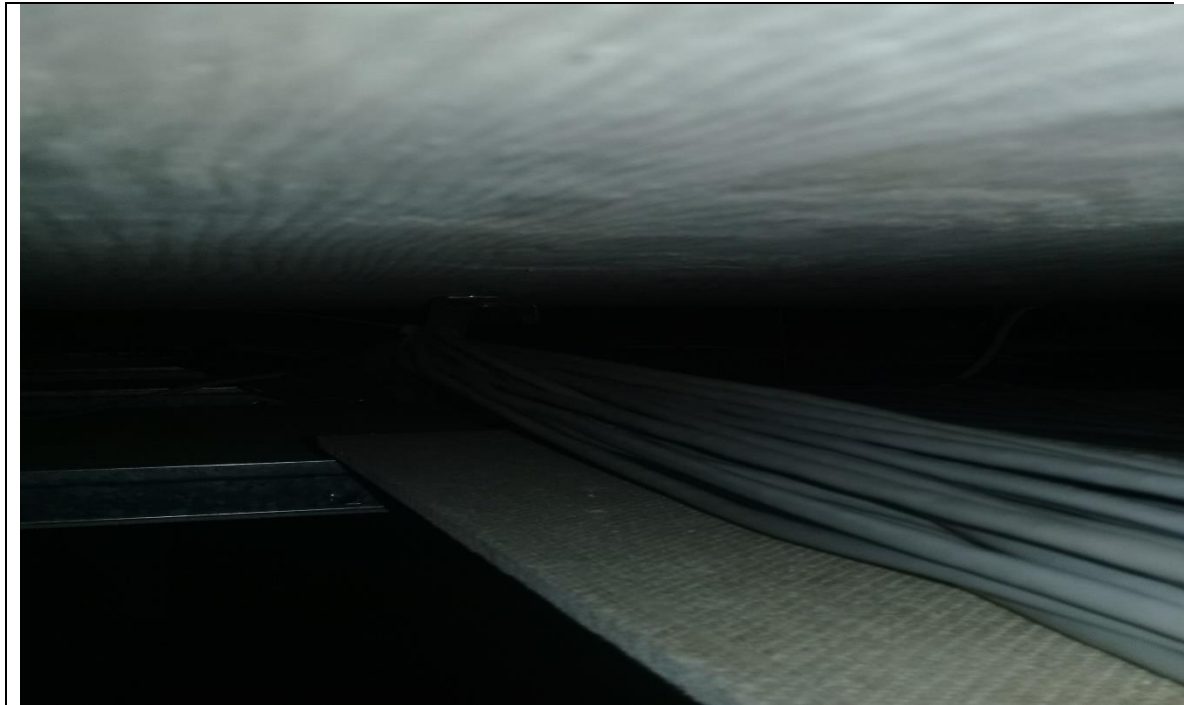
Photo ref: 135



Discussion
Typical view of each column header showing no additional fire insulation materials.

Site	Clarendon House		
Location	Ceiling voids		
Component	Ceiling tiles, data cables and cast concrete ceiling structure		
Ref No.	Fire break inspection		
Sample No.	N/A	Analysis	N/A

Photo ref: 143



Discussion

Ceiling voids on all floor levels and cupboards where inspected to ascertain the deliberate use of ceiling void fire breaks, none were detected nor the typical footprint of a fire break was revealed.

Site	Clarendon House		
Location	Stairwells		
Component	Fire Equipment point		
Ref.	Integrated Fire safety		
Sample No.	N/A	Analysis	N/A

Photo ref: 137



Discussion
Old fire extinguisher cabinets sited on the landing of each floor level. No fire retardant boarding attached to either side of galvanized unit.

Site	Clarendon House		
Location	Lifts		
Component	Construction materials		
Ref No.	Interior finish		
Sample No.	N/A	Analysis	No ACM materials discovered in the lift construction

Photo ref: 144



Discussion
Construction of the passenger goods lift, stainless steel and laminate faced wall panels. Lightweight perforated metal Ceiling panels for access to the lift roof.

Site	Clarendon House		
Location	Fire exits		
Component	Door Headers		
Ref.	Fire Breaks		
Sample No.	N/A	Analysis	No additional homogenous boarding integrated

Photo ref: 145



Discussion
Plaster board and galvanized mesh door headers. Typical of all the fire exits on each level. No extra fire protection was revealed in the surrounding frames.

Site	Clarendon House		
Location	Office floors		
Component	Recessed floor sockets		
Ref.	Concrete substrate		
Sample No.	N/A	Analysis	No additional fire rated fillets added to shuttering

Photo ref: 146



Discussion
Recessed electrical floor sockets. Broken up to view floor layer and galvanized wire shuttering and no AIB fillets added during construction.

Site	Clarendon House		
Location	Lift motor room underfloor access hatch		
Component	Adjoining west facing gable wall		
Ref No.	Wall construction		
Sample No.	N/A	Analysis	No ACM attached to stairwell and shaft wall.

Photo ref: 147



Discussion
Wall construction under lift motor room access panel, forming lift shaft wall. No additional fire protection is added to the construction materials.

Site	Clarendon House		
Location	Roof plant room		
Component	Electrical cupboards		
Ref No.	Cloth flash guards		
Sample No.	N/A	Analysis	No chrysotile flash guards found in any panels

Photo ref: 148



Discussion
All the control panels and switch boxes were inspected for old type chrysotile cloth flash guards.

Site	Clarendon House		
Location	Roof Plant Room		
Component	Hot water tank		
Ref.	Pipe insulation		
Sample No.	002	Analysis	NADIS

Photo ref: 149



Discussion
Copper pipe feed from the hot water tank within the plant room. No paper lining or evidence of ACM debris on pipes.

Site	Clarendon House		
Location	Roof external		
Component	Warm air Ducting		
Ref No.	Roof plant		
Sample No.	N/A	Analysis	No bonded asbestos materials revealed

Photo 150



Discussion
DPM covering to external ducting, protecting O class foil coated mmf 'insulation blanket.

Site	Clarendon House		
Location	Roof externals		
Component	Insulation to adjoining building		
Ref No.	Roof construction		
Sample No.	N/A	Analysis	N/A

Photo 151



Discussion
Profile sheeting removed to inspect the building materials sandwiched between the neighbouring buildings. No homogenous asbestos boarding fixed to block work.

Site	Clarendon House		
Location	Roof externals		
Component	Wall caps		
Ref No.	Roof construction		
Sample No.	N/A	Analysis	No ACM uncovered

Photo 152



Discussion
Aluminium capping lifted to inspect the brick cavity and under side of the cap. No fire rated boarding or paper lining was uncovered.

Site	Clarendon House		
Location	Roof externals		
Component	Upstand boarding		
Ref.	Roof construction		
Sample No.	N/A	Analysis	No ACM boards used in the upstand covering.

Photo 154



Discussion
During the building of the upstand walls no asbestos boarding was used in its construction.

Site	Clarendon House		
Location	Stairwell		
Component	Plaster and concrete		
Ref.	Wall construction		
Sample No.	N/A	Analysis	No additional fire boarding added to walls.

Photo 156



Discussion
Hole in staircase wall at lower level reveals no changes in construction below the surface of the wall.

Site	Clarendon House		
Location	Ceiling voids		
Component	Cast concrete and plaster		
Ref.	Wall construction		
Sample No.	N/A	Analysis	No additional fire boarding added to east end of building.

Photo 157



Discussion
This view is of the east end of the office space above the suspended ceiling; no extra fire rated insulation has been attached or laid onto the ceiling tiles.

Site	Clarendon House		
Location	Lift Shaft		
Component	Rail Guide Tensioners		
Ref.	Lift shaft walls		
Sample No.	N/A	Analysis	No ACM viewed from the roof of the lift

Photo158



Discussion
No ACMs found around the lift alignment tensioners, bushes and adjacent wall surfaces.

Site	Clarendon House		
Location	Lift shaft		
Component	Governors and door switch control		
Ref No.	Lift components		
Sample No.	N/A	Analysis	No homogenous fire boarding fitted around lift door controls.

Photo159



Discussion
View of the door closing governor and drive belt mechanism for opening the doors.

Site	Clarendon House		
Location	Cleaning cupboards		
Component	Water pipes		
Ref.	Integrated cupboards		
Sample No.	N/A	Analysis	No ACM revealed in ceiling void of cleaners cupboards.

Photo160



Discussion
No integrated fire resistant boarding or fire breaks in the ceiling void of any of the cleaning cupboards.

Site	Clarendon House		
Location	All floor levels		
Component	Column Construction		
Ref.	Column Design		
Sample No.	N/A	Analysis	No ACM discovered.

Photo 161



Discussion
The column was core sampled to inspect the construction material for the use of homogenous asbestos fillets or boarding.

Survey Summary

No Asbestos Containing Materials were uncovered during this intrusive inspection. Every effort was made to reveal the use of ACMs in their customary placements, and in other material refuge.

Asbestos was included in building design and construction to aid heat insulation, provide fire protection, and enhance acoustic insulation, to add durable elements to cloths and gaskets and many other uses. All these applications and there potential relativity to the construction of Clarendon House were inspected.

Previous Asbestos Management Surveys at this property had defined some bonded materials and presumed others. The bonded materials listed were floor tiles, and the presumed items were paper lining, stair noses and motor brake –linings.

The floor tiles and stair-nosing had been removed previously, all the motors inspected on site were of modern electrical design, due to constant maintenance and upgrades evident on commission plates/tags. No chrysotile paper lining was discovered as part of the roof plant -room construction.

Construction and design elements of Clarendon House were simple and purposeful. Its intended use an office block was its defining parameters and no deviation for other usage were included in the design.

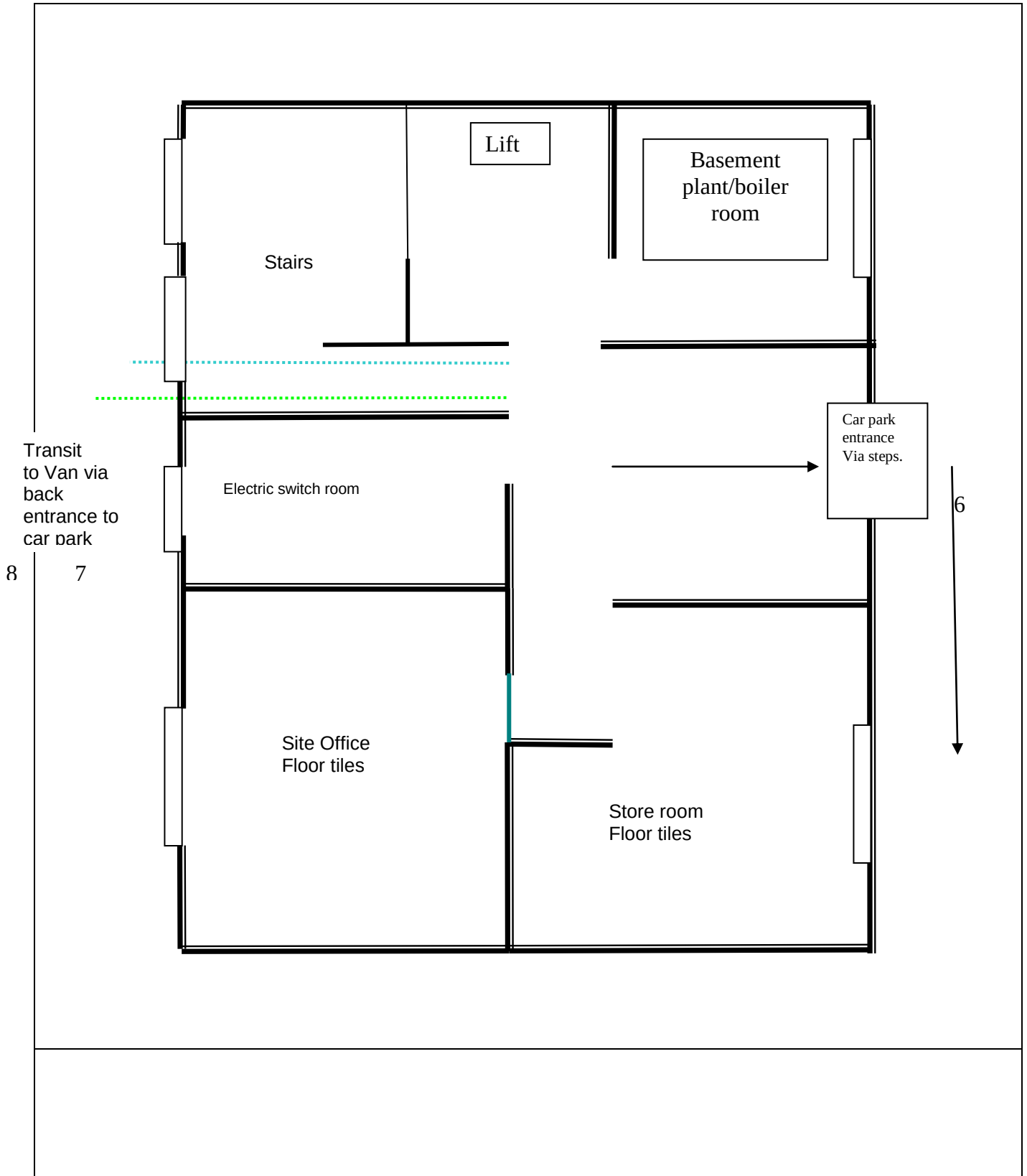
Interior partition walls and computer server rooms were modern additions. The kitchens and extra radiators on the east walls were probably improvements that had a legal bias and the clumsy air vent positioning on the rear facade were necessary climate controls.

The heating, insulation and fire proofing systems fitted within the building adequately met the prerequisites of the building regulations in place at the time. No extra enhancements to any of these design features were revealed during the inspection.

Plan of Work For The Removal of Thermoplastic Floor Tiles

At Clarendon House
Queens Rd, Reading
RE1 4BG

HEAD OFFICE
Unit 3
Bowbridge Rd Industrial Estate
Bowbridge rd,
Newark
Notts NG24 4EQ
t. 01636 559130



DETAILS OF CONTRACT	Project Allies	40 Bowling Green Lane EC1 0NE
	Mario Balducci	07771 697927
	WORK SITE ADDRESS	Clarendon House Queens Rd Reading Basement
	Plan of work author Projects Manager Site Supervisors Operatives Company Director	J Burch Peter Faherty Mo Saheirty Angus Mc Innes, Peter Faherty
	THE NUMBER OF EMPLOYEES ON THE JOB AT ANY ONE TIME	1 Supervisor / 1 Operatives on site. Asbestos Site Supervisor will be on site at all times.
	When the work is going to take place ie Date and times (Nights, weekend work, Etc) The dates for Set Up Removal Works Reassurance Air monitoring	1 Day 08.00 am 23/01/18 09.00 am P.M 23/01/18
	NAME OF PRINCIPAL CONTRACTOR, PLANNING SUPERVISOR AND CDM CLIENT	Not applicable.
	OTHER ASSOCIATED NOTIFICATIONS AND NAMES OF LICENCE HOLDERS	None.
	PERSON OR COMPANY PROVIDING FOUR STAGE CLEARANCE AND TO WHOM THEY ARE CONTRACTED	Reassurance Spectra analysis Service Ltd, Paycocke rd, Basildon, Essex They are at present contracted to this company (FPSLtd).
MANAGEMENT OF JOB	HOW OFTERN THE SUPERVISOR MANAGER	On site daily as instructed by the Manager On site for site visit
	HOW VIEWING PANELSAND OR CCTV WILL BE USED.	N/A
	THE NAMES AND CONTACT TELEPHONE NUMBERS OF THE SUPERVISOR, MANAGER OR DIRECTOR RESPONCEABLE FOR CONDITIONS ON SITE	Projects Manager Peter Faherty Mobile 07715955777 Site Supervisor Mohammed Saherity Mobile 07596551124 Both shall be responsible for conditions on site
	WHO WILL CONSIDER DEPARTURES FROM THE PLAN OF WORK AND HOW WILL THESE BE COMMUNICATED TO THE WORKERS ON SITE ?	For Changes or variations to the plan of works, all parties involved should agree to the proposed changes. The contracts administrator / client shall request the contractor in writing to amend the plan of work accordingly.
SCOPE	ASBESTOS SURVEY DETAILS Management survey March2013	Details supplied by S2 Parnership, Elsworth, Cambridge, positive identification of bonded asbestos Floor Tiles.

	DESCRIPTION OF WORK, LOCATION OF ASBESTOS AND REMOVAL METHOD	The job is to remove Asbestos containing Thermoplastic floor tiles. Tiles are floor coverings in the site office and store room of the basement at clarendon house. The floor will be wetted down with a killer spray and the tile gently lifted with a large floor scraper.
	QUANTITY, TYPE AND FORM AND CONDITION OF ASBESTOS	60m2 over two rooms. Tiles lifting near doorways. Not broken in good condition
	ACCESS AND FIRE RISKS	No fire risks remain the site is closed. Access to rear car parking and safe egress is via the rear pedestrian door.
	WHO IS AUTHORISED TO CHANGE THE PLAN OF WORK AND RECORDING SYSTEM FOR CHANGES	The Site Supervisor who will record changes on the revisions page
CONTROL MEASURES	EXPECTED EXPOSURE FROM PREVIOUS PERSONAL MONITORING DATA	Less than 0.01 fibres / ml outside the enclosure during work Less than 0.01 fibres / ml on the transit / waste route
	CONTROLS TO BE APPLIED TO REDUCE EXPOSURE AND PREVENT RELEASE TO ATMOSPHERE	Disposable type 5/6 coveralls and p3 half face masks to be worn. Tiles will not be intentionally broken.
	TYPE OF RESPIRATORS TO BE USED	Sunstrum P3
CONTROL MEASURES	AIR MONITORING ARRANGEMENTS FOR THE DURATION OF THE WORK	None proposed, reassurance after tiles have been removed.
	ARRANGEMENTS FOR SMOKE TESTING AND WITNESSING	N/A
	HOW WILL SUPERVISOR MANAGE THE OPERATIONS ON SITE AND MAINTAIN THE SELECTED CONTROL MEASURES	The Site Supervisor will be on site at all times and will act as part of the team carrying out the work.
METHOD OF WORK	DESCRIBE THE DETAILED SITE INFORMATION AND A SITE SPECIFIC WORKING METHOD WITH REASONS	No other persons on site, carpark is isolated to other users.
	DESCRIBE THE FIBRE SUPPRESSANT TECHNIQUE TO BE USED INCLUDING WETTING TIME, AND INDICATOR OF SATURATION	Surface spraying with Hozelock killaspray with dilute fibre suppressant. Mixture as per manufactures instructions 1 part fluid with 10 parts water
	FOR WET STRIP SYSTEM- DESCRIBE INJECTION TECHNIQUE, INCLUDING Dilution factor What indicator will be used to check Material is fully saturated And time allowed for penetration	N/A Mixture as per manufactures instructions 1 part fluid with 10 parts water
	OTHER TOOLS AND EQUIPMENT TO BE USED	Hand held Scrapers, Scraper blades
	IF AIB IS BEING REMOVED DESCRIBE THE MEASURES TO MINIMISE FIBRE RELEASE	n/a
OTHER SITE SPECIFIC SITE INFORMATION	DESCRIPTION OF DECONTAMINATION SYSTEM	N/A
	ENTRY AND EXIT PROCEDURES	As per site plan.
	WELFARE FACILITIES	Use of clients facilities on first floor.
	WASTE DISPOSAL ARRANGEMENTS	Collection by van, disposal at Pinden Waste Disposal Ltd, Green St, Green Rd, Dartford, Kent, DA2
	EMERGENCY PROCEDURES	As per our Health, Safety, Welfare & Environmental Policy 31 st Oct 10

	CURRENT VERSION AND DATE OF COMPANY PROCEDURES	As per our Health, Safety, Welfare & Environmental Policy	31 st Oct 17
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VARIATIONS TO STANDARD PROCEDURES

DETAILS OF VARIATIONS FROM STANDARD PROCEDURES
IN RESPECT OF THIS JOB

N/A

ENCLOSURE AIR MANAGEMENT DETAILS

ENCLOSURE LOCATION	WIDTH	HEIGHT	LENGTH	VOLUME	AIR CHANGES PER HOUR (minimum 6)	AIR MOVER CAPACITY (cfm)

EQUIPMENT SCHEDULE

EQUIPMENT TYPE	DETAILS AND QUANTITIES
DECONTAMINATION UNITS	N/A
AIR MOVERS	N/A
VACUUMS	Numatic HZD 450 "type H" vacuum cleaners (1on site)
INJECTION EQUIPMENT	Hozelock Killaspray low pressure sprayer

REVISIONS TO SUBMITTED PLAN OF WORK

DATE	REVISION NUMBER	REVISION	INITIALS

Total Filters: 2
Congestion Charge: ☐ Yes ☒ No



AIRBORNE FIBRE SAMPLING & ANALYSIS REPORT

2621

Sheet 1 of 4

Client:	P SAHERTY	Att:	
Address:	CLARENDON HOUSE 75 QUEEN STREET		
	READING RG14BN		
Full site address:	CLARENDON HOUSE 75 QUEEN STREET		
	READING RG14BN		
Report No:	PB / 18 / 036	Test Date:	23/01/18

Site Data:	
Time on Site:	13:15
Time off Site:	
Total filters:	2
Confirmed by: (sign)	BUTLER
Print Name	BUTLER
Position	ANALYST
Reg. No. if mobile:	EY64 NLJ

Sample analysed in (base, satellite, mobile laboratory):	MOBILE
--	--------

Pump Number (incl L/R port)	Sample Number	Start Time	Finish Time	Duration (min)	Intermediate Flow Rate (L/Min)					Corrected Flow (Y/N)
					Start	60min	120min	Finish	Average	
DDD14	L-0076	14:01	14:41	40	12.0			12.0	12.0	N
DDD17	L-0077	14:02	14:42	40	12.0			12.0	12.0	N

Temperature	12 °C	Pressure	1016 mbar	Flow Rate Correction:	NO
Date of report issue if different from above:	23/01/18	Sampled by:	P. BUTLER		

This is to certify that the Sampling and Analysis has been carried out in accordance with the current version of the HSE document HSG 248 and in-house procedure PD01. Any deviations from these methods are shown in the comments section of the report. Spectra Analysis Services does not, at any time, undertake the practice of fibre discrimination.

NOTE: UNCERTAINTY OF MEASUREMENT(*)

The lower limit of accurate measurement (fibre level, **f/ml**) of the above method is stated in **HSG248** as **0.01 fibres/ml**. When sample volumes of 480 litres and 200 graticule fields are examined the result may be expressed as <0.01 f/ml. For sample volumes below 480 litres and graticule field counts below 200, the lower limit of accurate measurement will be higher.



Report No: PB / 18 / 036 Sheet 2 of 4

2621

Technical Data		Tally Counter Nos	D 6+7
Barometer No:	DDD2	Exposed Filter Diameter:	22.5 mm
Timer No:	DDD2	Thermometer No:	DDD2
Flowmeter No:	HHH3	Microscope No:	DDD1
Graticule Diameter	100 μ m	Stage Micrometer No:	DDD4
NPL Test Slide No:	DDD5	Band Resolution	5

Comments: (All comments made here are not covered by U.K.A.S. accreditation)	
Location: BASEMENT AREA TWO ROOMS	N/A
Visual Inspection? No	Condition? N/A
Fibrous Materials Left in Situ? N/A	At Clients Request? N/A
Type of Materials left in Situ? N/A	
Appropriate Air Test: RE-ASSURANCE N/A Please choose Please choose	
Air Test Results: SATISFACTORY	
Additional comments: REASSURANCE AIR MONITORING TO STORE ROOM AND CONTRACTORS OFFICE. TO BASEMENT OF ABOVE PROPERTY. OFF LIFT LOBBY.	
REMOVAL OF FLOOR TILES.	

(Note: We have not inspected areas of the property / structure which are covered, unexposed or inaccessible and we are, therefore, unable to report that any such part of the property / structure is free from asbestos)

FIELD BLANK ANALYSED	No	Signed P. BUTLER
----------------------	----	------------------

Sample Number	Location (refer to plan)	Test Type	Volume (Litres)	Fields	Fibres	Calculated result f/ml	Reported result f/ml (*)
PB0076	1	R	480	200	2	0.001	<0.01
PB0077	2	R	480	200	1.5	0.001	<0.01

Results within clearance indicator level: YES Authorised Signatory: P. BUTLER

Analyst P. BUTLER Print Name: P. BUTLER

Signature: P. BUTLER Position: ANALYST

* Key to Test Type:- B = Background R = Reassurance P = Personal C = 4-stage clearance L = Leak FB = Field Blank



Sheet 3 of 4

Report No: PB / 18 / 036

2621

TO BE COMPLETED FOR CLEARANCE TESTING ONLY

Type of Removal Operation Involved:	N/A	Enclosure Size		No. of Measurements	Tick
Visual Inspection Carried Out:	N/A	Area (m2)	Volume(m3)		
Enclosure INTACT	N/A	n/a	<10	1	☐
Interior of Enclosure DRY	N/A	<50	150	2	☐
NPU off and Capped	N/A	100	300	3	☐
Any Visible DUST / DEBRIS	N/A	200	600	4	☐
FURTHER COMMENTS COMPLETED (SEE COMMENTS ON PAGE 2 OF 3)	N/A	500	1500	6	☐
		1000	3000	9	☐
		5000	15000	16	☐
		10000	30000	20	☐

Dust Disturbance (Brushing)

Duration:

mins

RESULTS OF ABOVE TESTS ARE : N/A

. as per HSG 248

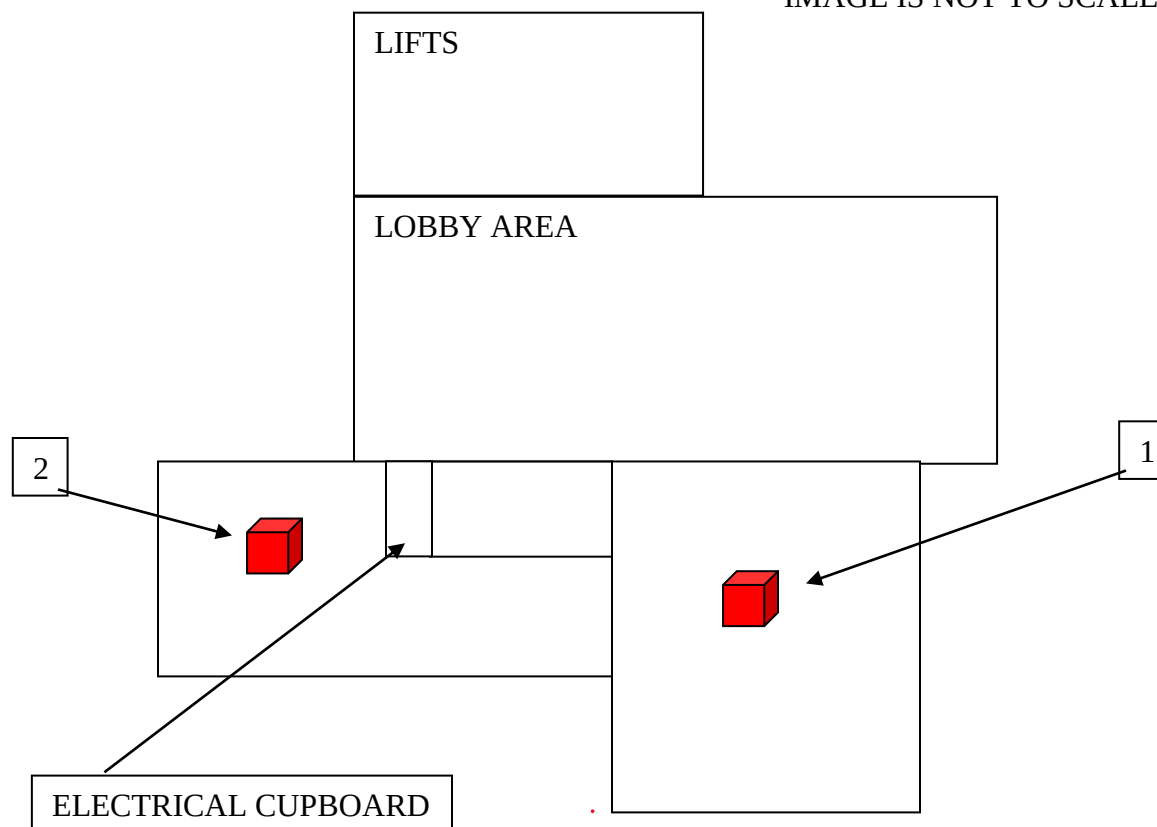
SEE PAGE 4 OF 4 FOR SCHEMATIC PLAN OF ENCLOSURE AND SAMPLING LOCATIONS

SCHEMATIC PLAN OF ENCLOSURE AND SAMPLING LOCATIONS COMPLETED ON ALL OCCASIONS

Page 4 of 4

Report No: PB/18/036 Site Address and location: CLARENDON HOUSE 75 QUEEN STREET READING RG1 4BN
Customer Name : PETER SAHERTY Date : 23/01/18 BASEMENT AREA

IMAGE IS NOT TO SCALE


Approx Floor Area m²
NB: NOT TO SCALE

Approx Volume N/A m³
Key:


= Pump No at Location

= Location of negative air pressure units

GENERAL RISK ASSESSMENT

Client Name:	PETER SAHERTY				Date:	23/01/18			
Site Address:	CLARENDON HOUSE, READING RG1 4BN				Location:	BASEMENT ROOMS			
INDICATE TYPE OF REMOVAL OPERATION:	Textured Coating	Asbestos Insulating board (AIB)	Thermal / Pipe Insulation	Floor & Wall Covering	Spray Coating	Asbestos Cement (AC)	Debris / Dust	Other:	
								X	
RPE, PPE & DECONTAMINATION			Yes	No	Risk		Action		Date
Indicate correct RPE for enclosure:	½ Mask	Full Face							
	X								
Correct PPE for Enclosure			☐	☐					
Personal Decontamination through DCU			☐	☐					
WORKPLACE HAZARDS									
Confined Space			☐	☐					
Unsafe Access & Egress			☐	☐					
Unsafe Environment			☐	☐					
Inadequate Means of Escape			☐	☐					
Steps to ensure safety of others on site			☐	☐					
Inadequate Lighting			☐	☐					
Unguarded Live Machinery			☐	☐					
Dangerous Electrics			☐	☐					
Overhead Working			☐	☐					
Chemical Pollution			☐	☐	If Yes is a COSHH assessment required? YES ☐ NO ☐				
Hazardous Substances			☐	☐	If Yes is a COSHH assessment required? YES ☐ NO ☐				
ENVIRONMENTAL HAZARDS									
Noise Pollution			☐	☐					
Dust Pollution			☐	☐					
Smoke Pollution			☐	☐					
Poor Ventilation			☐	☐					
Workplace Temperature Above 25° C.			☐	☐					
Wet or Damp Working Conditions			☐	☐					
Humid Conditions			☐	☐					
Highly Flammable Substances			☐	☐					
Explosive Atmosphere			☐	☐					
Naked Flames			☐	☐					
Sources of Ignition			☐	☐					
HAZARDOUS WORK									
Working At Height (2 meters and above)			☐	☐					
Working off Ladders			☐	☐					
Angle Grinding			☐	☐					
Welding			☐	☐					
Hot Cutting			☐	☐					
MANUAL HANDLING									
Unsafe Lifting Methods			☐	☐					
Unsafe Carrying			☐	☐					
Materials Handling			☐	☐					
TRAFFIC			☐	☐					
Site Traffic			☐	☐					
Road Traffic									
Analyst / Assessors Name:			P. BUTLER		Authorised Signatory		P. BUTLER		